

FAQs for Required Professional Experience "RPE" Supervisors

When Should The Temporary Required Professional Experience Application Be Filed With the SLPAB? Whose Responsibility Is It?

Sections 2530.5 (f) and 2532.7 of the Business and Professions Code and Section 1399.152.2 of the California Code of Regulations requires individuals to complete the RPE under the Temporary RPE License issued by the SLPAB. If you plan to hire or supervise an RPE applicant, the "Application for Temporary Required Professional Experience License" in Speech-Language Pathology or Audiology form is available on the SLPAB's website at www.slpab.ca.gov and should be completed jointly by you and the RPE applicant. **An RPE applicant may not begin working in a setting in which licensure is required until his or her application has been approved by the SLPAB.** Employing or supervising an RPE applicant who has not received the Temporary RPE License is a violation of the SLPAB's laws and regulations and may result in the issuance of a citation and fine to both the supervisor and the RPE applicant.

What Requirements Must A Supervisor Have? Do They Vary By Setting?

The supervisor must hold a current California license in the relevant field to supervise an RPE. To supervise an RPE in a public school the supervisor must hold either current licensure or, if the supervisor is an employee of the public school, the supervisor may hold current Certificate of Clinical Competence (CCC) issued by the American Speech-Language-Hearing Association. If employed by federal agency, a supervisor must hold either a current license or a current Certificate of Clinical Competence (CCC) issued by the American Speech-Language-Hearing Association. **Effective July 1, 2003, any person obtaining their required professional experience must hold the RPE Temporary License regardless of the work setting. (i.e. employment in the public school, private school or Head Start Program, or federal agencies are not exempt settings for the purpose of completing the RPE.)**

How Much Supervision Is Required?

An RPE applicant working full-time (a minimum of 30 hours per week) must be directly observed a minimum of 8 hours per month. At least 4 of the 8 hours must be while the RPE is providing services to the client/patient. The 4 remaining hours must consist of a joint review of evaluation and assessment reports, case management plans, patient discharge reports, etc. An RPE applicant working part-time (between 15 and 29 hours per week) must be **directly** observed a minimum of 4 hours per month. At least 2 of the 4 hours must meet the same criteria as above. The supervisor must review the RPE's performance regularly for the purpose of gauging the RPE's progress and evaluating clinical skills. Should competency issues arise, the supervisor must communicate with the RPE both orally, through counseling, and in writing in order to document improvement plans and follow-up evaluations.

What Services May an RPE Speech-Language Pathologist or Audiologist Provide? Are There Restrictions By Setting?

An RPE speech-language pathologist or audiologist who has been issued a Temporary Required Professional Experience License may provide the same services as a fully licensed individual.

Beyond Supervision, What Are The Supervisor's Responsibilities?

The supervisor shall remain responsible for the health, safety and welfare of the patients served by the RPE. All evaluation and assessment reports, treatment plans, progress and discharge reports drafted by the RPE must be reviewed and countersigned by the supervisor.

How Many RPEs May One Supervise at the Same Time?

No more than 3 RPEs may be supervised by one licensee unless authorized by the SLPAB. See Section 1399.153.4 of the California Code of Regulations for information on seeking an exemption.

What Notification Is Required If There is a Change in RPE Supervision?

The RPE Supervisor is required to submit a Supervisor Responsibility Statement for each RPE you supervise. The signed statement must be submitted to the SLPAB office within 30 days. If the RPE relationship is terminated for any reason, you are required to submit the Required Professional Experience Verification form within 10 days of termination.

When Does The RPE End?

There are no provisions in the law authorizing an RPE to continue working beyond the expiration of the Temporary RPE License. With or without supervision, such practice constitutes unlicensed activity and is deemed unprofessional conduct. (RPE applicants working in federal agencies and public school employees are the exception to this rule.) **It is your responsibility as the RPE supervisor to complete the verification form and return it to the SLPAB office at the conclusion of the approved period of supervision.** If the RPE has not taken and passed the required examination prior to the expiration of the Temporary RPE License, practice must cease immediately until all licensing requirements have been fulfilled and a permanent license has been issued by the SLPAB.

Who is responsible for filing the Temporary RPE License Application?

This is a joint responsibility of the RPE and the supervisor.

Must an Individual Obtain the Temporary REP License if Working In an Exempt Setting?

Yes, effective July 1, 2003, any person obtaining their required professional experience must hold the RPE Temporary License regardless of the work setting.

What Do I Do If the RPE is not Demonstrating Minimal Competency?

You must review the RPE's performance on a monthly basis and discuss with him or her your evaluation. As such, you should keep copious records documenting both your training and counseling efforts and should develop an improvement plan with the RPE including specific expectations. These expectations should be clearly communicated to the RPE orally and in written form. Should the RPE fail to demonstrate acceptable clinical competence, you must notify the RPE applicant orally and in writing and submit a written statement to the SLPAB documenting the basis for your determination along with the final Verification of Experience form.

Where Do We Obtain the Verification Form to be Submitted at the End of the RPE?

The verification form is included in the Temporary Required Professional Experience Application packet which may be downloaded from the SLPAB website at www.slpab.ca.gov. You may also contact the SLPAB office to request an application packet be mailed to you.

If the RPE Hasn't Passed the Required Examination, Can He or She Continue to Practice in a Non-Exempt Setting As Long As I Continue to Provide Supervision?

No. The Temporary RPE License is issued for 1 full-year for full time experience and 2 full-years for part-time experience, which enables the RPE to continue practicing under your supervision beyond the required minimum 36 weeks/ 72 weeks of required experience. The additional timeframe of the Temporary License allows for the final processing of the RPE Verification form. **Continued supervision of an RPE beyond the expiration of the Temporary RPE License is unlicensed practice and is grounds for the SLPAB to issue a citation and fine to both the RPE and the supervisor.**

If I Have Questions About My Responsibilities As a Supervisor, Whom Should I Contact?

Call or email the SLPAB office at (916) 263-2666 or slpab@dca.ca.gov.

What Are the Ramifications of Employing or Supervising an RPE Prior to the Issuance of The Temporary RPE License?

Both the supervisor and the RPE may be subject to a citation and fine for unlicensed practice. See Sections 1399.159-1399.1159.4 of the California Code of Regulations for further information.